

Government of Jammu and Kashmir
Agriculture Production Department
Civil Secretariat, Jammu / Srinagar

Subject:- Constitution of Purchase Committee in respect of Animal/Sheep Husbandry Department, Jammu/Kashmir.

Ref:- S.O. 15 of 2020 dated: 09-01-2020.

Government Order No:- 605 -JK(APD) of 2023
Dated: 21 -12-2023

In super-session to all previous orders and in pursuance of S.O. 15 of 2020 dated 09-01-2020 issued by the Finance Department, sanction is hereby accorded to the constitution of following Purchase Committees as per the composition given below:-

1) Sheep Husbandry Department Jammu.

1	Director Sheep Husbandry, Jammu.	Chairperson
2	Senior most Joint Director, Jammu.	Member
3	Representative of Industries & Commerce Department, not below the rank of Joint Director, to be nominated by Director, Industries & Commerce, Jammu.	Member
4	Representative of Controller of Drugs & Food Organization, J&K, not below the rank of Dy. Controller.	Member
5	Senior most District Sheep Husbandry Officer for one year by rotation.	Member
6	Representative of Indian System of Medicines to be nominated by Director, ISM (for indigenous drugs only).	Co-opted Member
7	Accounts Officer in the Directorate of Sheep Husbandry Jammu.	Member Secretary

2) Sheep Husbandry Department Kashmir.

1	Director Sheep Husbandry, Kashmir.	Chairperson
2	Senior most Joint Director, Kashmir.	Member
3	Representative of Industries & Commerce Department not below the rank of Joint Director to be nominated by Director, Industries & Commerce, Kashmir.	Member
4	Representative of Controller of Drugs & Food Organization, J&K, not below the rank of Dy. Controller.	Member
5	Senior most District Sheep Husbandry Officer for one year by rotation.	Member
6	Representative of Indian System of Medicines to be nominated by Director, ISM (for indigenous drugs only).	Co-opted Member
7	Accounts Officer in the Directorate of Sheep Husbandry Kashmir.	Member Secretary

3) Animal Husbandry Department Jammu.

1	Director Animal Husbandry, Jammu.	Chairperson
2	Senior most Joint Director, Jammu.	Member
3	Representative of Industries & Commerce Department not below the rank of Joint Director to be nominated by Director, Industries & Commerce, Jammu.	Member
4	Representative of Controller of Drugs & Food Organization, J&K, not below the rank of Dy. Controller	Member

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5	Senior most District Animal Husbandry Officer for one year by rotation.	Member
6	Representative of Indian System of Medicines to be nominated by Director, ISM (for indigenous drugs only).	Co-opted Member
7	Accounts Officer in the Directorate of Animal Husbandry Jammu.	Member Secretary

4) Animal Husbandry Department Kashmir.

1	Director Animal Husbandry, Kashmir.	Chairperson
2	Senior most Joint Director, Kashmir.	Member
3	Representative of Industries & Commerce Department not below the rank of Joint Director to be nominated by Director, Industries & Commerce, Kashmir.	Member
4	Representative of Controller of Drugs & Food Organization, J&K, not below the rank of Dy. Controller.	Member
5	Senior most District Animal Husbandry Officer for one year by rotation.	Member
6	Representative of Indian System of Medicines to be nominated by Director, ISM (for indigenous drugs only).	Co-opted Member
7	Accounts Officer in the Directorate of Animal Husbandry Kashmir.	Member Secretary

The above committees shall follow all the codal procedures and the following abstract guidelines:-

1. The Purchase Committees shall exercise powers, as envisaged in the relevant paras of S.O 15 of 2020 dated 09/01/2020 and all other rules on the subject.
2. The committees shall be free to co-opt any expert as may be required in the interest of administration.
3. The purchase committees so constituted shall proceed in accordance with the procedure / rules as laid down in General Financial Rules 2017, Manual for Procurement of Goods and Services 2017, Manual for Procurement of Works 2019, Manual of Procurement of Consultancy and Other Services 2017, issued by Ministry of Finance, Department of Expenditure, GoI and other instructions / orders / guidelines issued by Government of Jammu & Kashmir from time to time with special reference to the quality standard, specifications and reasonability of rates approved or recommended after making proper assessment of the requirements as projected through their indents by respective Heads of Department within the allowed budgetary provisions for the financial year. No liabilities for the next year shall be created.
4. The committees shall ensure e-tendering / e-procurement system of operation for all types of purchases for items not available on GeM portal.
5. The Member Secretary of the Purchase Committees shall be responsible for the safe custody of tender documents, samples and other concerned record.
6. While floating a NIT, the Member Secretary shall mention therein the reference number and date of accord of Administrative Approval, Technical Sanction and Financial Sanction under which the same has been accorded by the competent authority.
7. The committees shall follow the best practices of purchase of materials without compromising quality with due regard to the Codal formalities / procedures to withstand scrutiny of law at any point of time.
8. The technical specifications and parameters should be of ISO standard. Where ISO specifications / standards are not feasible due to recorded reasons, National Standards set by competent authorities / bodies should be followed and adopted.
9. There shall be latest ISO certificate available to the bidders.
10. The bidders should have valid TAN / GST registration.
11. Proof of having filed the returns of Income Tax / GST for the last 03 years should be enclosed with the tender.
12. Reasonable and fair turnover of the bidders for last 03 years should be asked for with reference to the volume and estimated cost of the goods, services and supplies.

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13. EMD, security deposit and performance guarantee clauses as laid down under GFR and as ordered by Finance Department should be followed in letter and spirit.
14. Payment clauses and conditions should be stipulated in the contract agreement. No advance payment should be agreed to by any authority except under special circumstances with the approval of competent authority. Advance payment, if any, made should be adequately safeguarded before releasing of payment.
15. This order shall come into the force with immediate effect.

By order of the Government of Jammu and Kashmir.

**Sd/-
(Shailendra Kumar), IAS
Principal Secretary to the Government
Agriculture Production Department**

No -ASHE-ACCT/52/2021-03 (50378)

Dated: 21-12-2023

Copy to the:-

1. Principal Secretary to Government, Finance Department, UT, J&K.
2. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.
3. Commissioner / Secretary to Government, Industries & Commerce, Department.
4. Principal Accountant General, J&K, Jammu / Kashmir.
5. Director, Archives, Archaeology and Museums, J&K.
6. Director General, Sheep Husbandry Department, Kashmir.
7. Director, Animal Husbandry, Department Jammu.
8. Director, Sheep Husbandry Department, Jammu.
9. Director, Animal Husbandry Department, Kashmir.
10. Director, Indian System of Medicines (ISM), J&K.
11. OSD to Advisor (B) to the Hon'ble Lieutenant Governor for information of Advisor (B).
12. Controller Drugs and Food Control Organization, J&K.
13. Private Secretary to the Principal Secretary to the Government. Agriculture Production Department for information of Principal Secretary.
14. Private Secretary to Secretary, Agriculture Production Department for information of Secretary.
15. Web Administrator, Animal / Sheep Husbandry & Fisheries Department.
16. Government file (w.2.s.c.).


**(Hem Kant Prasher)
Director Finance**

 **Animal / Sheep Husbandry & Fisheries Department**